

Professional Review Committee Meeting
South Carolina Department of Education
Friday, June 12, 2015

Committee Members Present: Chris Burkett, Paula Gregg, Susan Henderson, Liz Jones, Lienne Medford, Holly Pae, Sheila Quinn, Colette Reamer, Mona Thornton, and Reggie Wicker

Committee Members Absent: Sharon Anderson, Sara Calhoun-Davis, Amy McAllister, Danny Varat

South Carolina Department of Education Staff Present: Marcia Berry, Rachel Harvey, and Mary Hipp

Visitors/Invited Guests: Christine Ferguson and Bud Sanders (University of South Carolina Beaufort), Pam Wash (Winthrop University), John Lane (South Carolina Commission of Higher Education)

Minutes

Meeting called to order at 10:05 am.

Presiding Chair: Chris Burkett: Asked for in-person introductions.

- I. Welcome:** Mary Hipp, Director of Educator Services, welcomed everyone to the meeting. She gave a brief update on the Office of Educator Services addressing, specifically, the Middle Level Proviso for 2015-2016 and upcoming changes to Educator Preparation (transition to CAEP, review of program approval process, revise policies and procedures). The meeting was then turned to Chris Burkett.
- II. Approval of Previous Minutes:** The minutes from January 23, 2015 were approved without any corrections or additions. Susan Henderson moved for approval of the minutes from January 23, 2015. Sheila Quinn seconded the motion. Minutes were approved unanimously.
- III. Continuing Accreditation Recommendations:** Two institutions: Anderson University and Southern Wesleyan University (SWU) were approved for EPC recommendation on August 12, 2015 for their NCATE Legacy visit accreditation status until 2021. Paula Gregg moved to approve the Anderson University recommendation. Susan Henderson seconded the motion. Liz Jones moved to approve the SWU recommendation. Sheila Quinn seconded the motion. The recommendations were approved unanimously. Both institutions were congratulated on receiving national accreditation.

- IV. New Certification Authority Proposals:** There was one new program proposal recommended for approval. The new program proposal will be presented to the EPC for approval on August 12, 2015.
- a. University of South Carolina Beaufort (USCB): Mathematics Education:** Christine Ferguson and Bud Sanders from USCB expressed their eagerness for program approval as the institution has had the program proposal under review for almost two years. The program proposal was approved by the South Carolina Commission of Higher Education in January 2015. Mona Thornton moved to approve the new program proposal. Lienne Medford seconded the motion. The program proposal was unanimously recommended for approval
- V. New Professional Review Committee Members:** Three PRC members has served their three-year term; therefore, recommendations were made to appoint new members to the vacant seats.
- a.** Dr. John Lane was recommended to serve as the South Carolina Commission of Higher Education representative. Lienne Medford moved to approve the recommendation. Liz Jones seconded the motion. The recommendation was approved unanimously.
- b.** Dr. Pam Wash was recommended to serve as a public institution representative. Chris Burkett moved to approve the recommendation. Collette Reamer seconded the motion. The recommendation was approved unanimously.
- c.** Dr. Chris Burkett was recommended to serve as a private institution representative. Susan Henderson moved to approve the recommendation. Paula Gregg seconded the motion. The recommendation was approved unanimously.
- VI. Election of Vice-Chair:** A call was made to the committee for a new vice-chair. Lienne Medford volunteered to serve as the vice-chair. The committee unanimously approved Lienne Medford as the vice-chair. Holly Pae will serve as chair.
- VII. For Information Item**
- a. Voorhees College Voluntary Program Termination:** Voorhees College submitted a letter of termination to the Office of Educator Services. As of May 31, 2015 Voorhees College will no longer offer a certification degree in Elementary Education.
- VIII. Discussion Items**
- a. Upcoming Meeting Dates:** The committee was presented with possible meeting dates for the 2015-2016 year. A total of 4 meeting dates were presented. The committee agreed on the meeting schedule. The next meeting, September 11th, may be changed due to a conflict with the CERRA board meeting.
- b. Focus of the Professional Review Committee (PRC):** A brief discussion was held on the purpose and function of the PRC. There was consensus among the group that there should be more focus to specific tasks. Areas the group can work

to improve upon include: creating an operating procedures manual for the PRC, review and revise the program review guidelines, review and revise the policies and procedures guidelines for EPPs, and review and revise the state standards.

- c. **PRC Seat Resignations:** A brief discussion was held on how seat resignations should be handled. It was agreed that a letter from the committee members would be presented as an information item should a committee member have to resign their seat prior to the end of their three-year term.
- IX. Good of the Order:** All committee members, SCDE staff, and visitors were thanked for their attendance and participation.

Meeting adjourned at 11:05 am.